



IOWA TELECOMMUNICATIONS AND TECHNOLOGY COMMISSION

Richard L. Bruner

Kathleen Kohorst

Timothy L. Lapointe

Mary Mosiman

RIC LUMBARD, EXECUTIVE DIRECTOR

GOVERNOR TERRY E. BRANSTAD

LIEUTENANT GOVERNOR KIM REYNOLDS

Iowa Telecommunications & Technology Commission

Grimes State Office Building, 1st Floor

400 E. 14th Street, Des Moines, IA 50319

December 15, 2015

To ensure the most efficient use of State resources, the July 16, 2015 ITTC meeting was held via telephone conference pursuant to Iowa Code section 21.8. A telephone conference also ensured more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance at the Grimes State Office Building.

I. Roll Call:

- **Commissioners Present:**

Richard Bruner, Chair (on-site)
Kelly Dolan Lange, Member (phone)
Timothy Lapointe, Member (phone)
Robert von Wolfradt, Ex-Officio (phone)
Kathleen Kohorst, Member (phone)
Mary Sellers, Member (phone)

- **Commissioners Absent:**

Mary Mosiman, Ex-Officio

- **Iowa Communications Network Staff Present:**

Ric Lumbard, Executive Director
Mark Johnson, Chief Operating Officer
Deb Evans, Chief Financial Officer
Scott Pappan, Engineering Manager
Philip Groner, Business Services Manager
Mike Cruise, Financial Manager
Jontell Harris, Government Relations Director
Jessica Jensen, Executive Administrator (Recorder/Minutes)
Lori Larsen, Communications Director
Dave Marley, Operations Manager
Helen Troyanovich, Cyber Manager

- **Guests:**

Joe Coon, Mississippi Bend Area Education Agency (AEA) (phone)

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II. Call to Order

- Chairperson Bruner called the meeting to order at 10:31 am. It was noted that a quorum of members were present for the meeting.

III. Approval of November 19, 2015 Meeting Minutes

- Chair Bruner requested to approve the November 19, 2015 Meeting Minutes. Commissioner Lapointe moved to approve the minutes. Commissioner Kohorst seconded the motion. The motion passed unanimously.

Commissioner Kohorst - Yes
Commissioner Lange - Yes
Commissioner Lapointe – Yes
Commissioner Sellers – Yes
Commissioner Bruner - Yes

IV. Old Business:

- FirstNet Update – Ric Lumbard**

The FirstNet team came to visit the State of Iowa. The president of FirstNet and former governor of Vermont came to visit. They were specifically designed to meet with our Governor. The team was able to update the Governor regarding the process of what was going on in the FirstNet process. The national RFP has been approved and is looking to be released in January.

In Iowa there is a robust private sector in the telecom industry. FirstNet has instructed the smaller telecom businesses to partner with the larger telecom companies. The FirstNet Broadband committee and Dave Duncan released a letter to FirstNet regarding public private partnership in the State of Iowa. The state is looking to release an ITQ in the state to help pre-qualify private sector telecom businesses. This is where the information will be collected to provide information to FirstNet to provide maximum visibility to FirstNet for the private sector companies.

Comments:

Ray Warner: What do you envision the timing of the ITQ?

Lumbard: It should be structured out within the next 30 calendar day.

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Ray Warner: Who will that go out to then?

Lumbard: Our normal distribution list for procurement.

Ray Warner: In regards to the national RFP that is coming out in January, who will that go out to?

Lumbard: It's a national RFP and it is a national procurement process. It doesn't go out to anyone. It doesn't go out to anyone, it is posted and it is up to those who wish to respond to seek that.

Bruner: This is a culmination of two of our public private partnerships over the past year. The whole purpose what to find out what the private sector really needed and they have been very concerned that they wouldn't have a voice in this entire process and the ICN has taken steps to partner with the private sector. This is the next step and we even said that we will coordinate the partnership for this entire process.

Lumbard: There is framework in the ITQ that will specify who will be responsible for what and that has not been crafted yet, but we are looking to allow the telecommunications industry in the state of Iowa to have one voice in the State of Iowa.

Bruner: Excellent way to put it. One voice for the industry in Iowa and the ICN is going to be leading it and we have gone above and beyond what we would normally do.

Lapointe: I agree. Congratulations. Great job.

Lumbard: Thank you commissioner.

- **Finance Update – Mike Cruise**

- All reports reflect activity from fund 0645 only with the exception of the Appropriation Equipment page. Net cash from operations for the month of November increased \$130,381 for a year-to-date increase of \$1,002,142 and net cash after non-appropriated equipment expenditures increased \$86,199 for a year-to-date increase of \$236,694. The booked amount of non-appropriated equipment spending equaled \$44,182 for a year-to-date total of \$765,448. The year-to-date net cash increase is \$418,279 above the increase we had through November FY2015 and the net cash increase after non-appropriated equipment is \$131,180 above the increase through November FY2015.

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Comments:

Bruner: Excellent report Mike, we are in good shape. Thank you.

- **Managed Voice Services (MVS) Update – Deb Evans**

The design has been completed. We have two sites up and going, Creston and the ICN. We have the IUB and the Iowa Lottery going in. We are looking at putting test phones in IPERS. We are close to being completed cabling the Hoover building. We also have our power studies completed and are working with some of the vendors to upgrade power in some of the buildings so we can move forward.

There is a lot going on, but we are not looking at moving forward and getting started on orders and working with customers. The business services team has done a great job of getting us connected with customers who want MVS, but we are now ready to put those orders in and converting those orders.

COMMENTS:

Bruner: This is a huge project and it is great to hear that it is up and working. About how long do you think this transition is going to take?

Evans: Our partner said that they will go as fast as we can, but with the re-cabling of all the buildings it will be up to us to stay ahead of them. We are looking at approximately 18 months.

- **Statewide Youth Broadband Council (SYBAC) Update – Lori Larsen**

We have conducted our third meeting. They are learning leadership skills. We have had many different topic discussions. Each meeting there is a new student facilitator. They research the topics before the meetings and the students run each meeting. There is a wide range of topics. We are planning on inviting the students to the ICN for the February meeting. Notes of the meetings are posted on the ICN website and the Broadband Matters websites.

COMMENTS:

Bruner: This seems to have turned out to be a bigger deal than originally thought. I like the idea of bringing them here for a face to face. It turned out to be a great idea.

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Lumbard: We shared that information with the Governor and the Lieutenant Governor at the budget hearing and they have taken great interest in what the young people in the state are saying about technology and where this could lead us to and some of the topics about technology was new to us and we are in technology.

V. New Business

- **ICN Annual Report – Lori Larsen**

November 25, 2015 the Fiscal Year Annual Report was released. It outlined activities from July 1st to June 30th. It highlights our Public, Private Partnerships, Broadband Matter as well as the Financials. There is an overview at the end of current initiatives that we are in. The annual report was released and is now posted on the website.

Bruner: I like the graphics. It also has a great look to it and it reads relatively easy and it was very well done. We have accomplished a lot over this past year and we have a lot going on in 2016. There has been a new development in the Cyber Security area and I thought that Ric could cover that area.

Lumbard: One of the four lanes that the ICN covers is Public Safety. In working so close with Public Safety they have been working with our staff and asked one of our staff members by the ISICSB board to be their Deputy SWIC and she will be changing from her leadership surface roles as Cyber Bureau Manager to be a Deputy SWIC role in part of the Public Safety department.

- **ACTION – ICN Security Records- Notice of Intended Action- Mark Johnson**

We have created a draft rule that would allow us to protect certain record related to security procedures and emergency preparedness, our response documentation and procedures that we would be able to protect that from public disclosure. The rule itself is based upon Iowa Code §22.7 subsection 50, which identifies confidential records as a

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number of items that can be held confidential and not disclosed. Subsection 50 specifically relates to information procedures of emergency preparedness but it only applies to agencies that have adopted that rule who have adopted that rule to cover them. So this rule is based upon that and would allow the ICN to protect those records. We are looking for your approval to use this rule making process, which would allow us to put it in affect more quickly. Typically a rule will take 108 days to become effective and can last and can last six or seven months or longer depending on the issues that come up.

Bruner: Why now?

Johnson: With the increased number of events that occurring in the cyber security and cyber-attacks, we are in the process of developing response mechanisms for our users and we think it is an appropriate time for us to take a look at what it is we are doing and whether or not it is something it is of value for the public to know about or whether it is detrimental to our ability to respond to these attacks would be beneficial to set up a protection.

Lapointe: It doesn't exactly say it doesn't require disclosure. Is it saying that certain disclosure is required?

Johnson: Under Chapter 2 which is in our Administrative Rules 2.13 specifically is entitled confidential records. It would become a new paragraph for the ICN's purposes.

Lapointe: That answers my questions.

Bruner: So basically we are adding to that list?

Johnson: Yes, we are adding to that list.

- Kohorst makes a motion that the Commission approve submission of the draft rule for adoption and to request approval from the Administrative Rules Review Committee to adopt the rule through the emergency rulemaking process. Sellers seconds the motion. The motions passed unanimously.

Commissioner Kohorst - Yes
Commissioner Lange - Yes
Commissioner Lapointe – Yes
Commissioner Sellers – Yes
Commissioner Bruner - Yes

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VI. Other Business

Lumbard: January 4, 2016 is our All Staff Meeting that is the ICN's mid-year time to take a look and see at all that we have been doing and make any changes that may be needed at that time.

VII. Adjournment

Commissioner Kohorst moved that the meeting be adjourned. Commissioner Sellers seconded the motion. The ITTC meeting adjourned at 11:02 a.m.

ATTESTED TO:

Richard Bruner, Chair, Iowa Telecommunications and Technology Commission

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